



Temporary Tents: Guide for Building Permit Applications

A building permit is required for tents greater than 60m² (645ft²) in gross floor area.

For tents larger than 225m² (2,422ft²), the structural drawings must be stamped and signed by a professional engineer and show framing and anchorage details.

Required Documents	Submitted?
Application for a Permit to Construct or Demolish Apply for a building permit online at ca.cloudpermit.com If you do not have internet access, contact the Building Department for assistance	
Site Plan Comprehensive site plan showing dimensions of the property, existing building layout, proposed location of tent, location of well and septic system (if applicable), distance from tent to property lines, septic system, well, and any hydro lines in the vicinity of the tent location. Also indicate the location of portable washrooms being installed for the event	
Engineered Plans All plans to be stamped and signed by Professional Engineer. The date on the stamped seal is required to be for the calendar year in which the application is happening.	
Flame Spread Certificate* Flame retardant certificate that certifies the fabric of the tent to CAN/ULC-S109 "Flame tests of Flame-Resistance Fabrics and films" or NFPA 701 "Fire tests for Flame Propagation of textiles and films" *if certificate not provided, tent fabric will be inspected for this information	
Engineer's Commitment to General Review Form (enclosed) This form must be fully completed and signed by the property owner (or authorized agent) and Engineer for tents over 225m ² , or where the aggregate coverage of all tents on site exceeds 225m ² . The project engineer is also required to submit a Commitment to General Review at time of permit application and an inspection report for the tent structure is required from the project engineer at the completion of the project.	

Response time and related information

Once a complete building permit application is received, the Building Department works to a recommended 10 business day response time. The applicable permit fee is pursuant to the Fees and Charges By-law currently in effect.

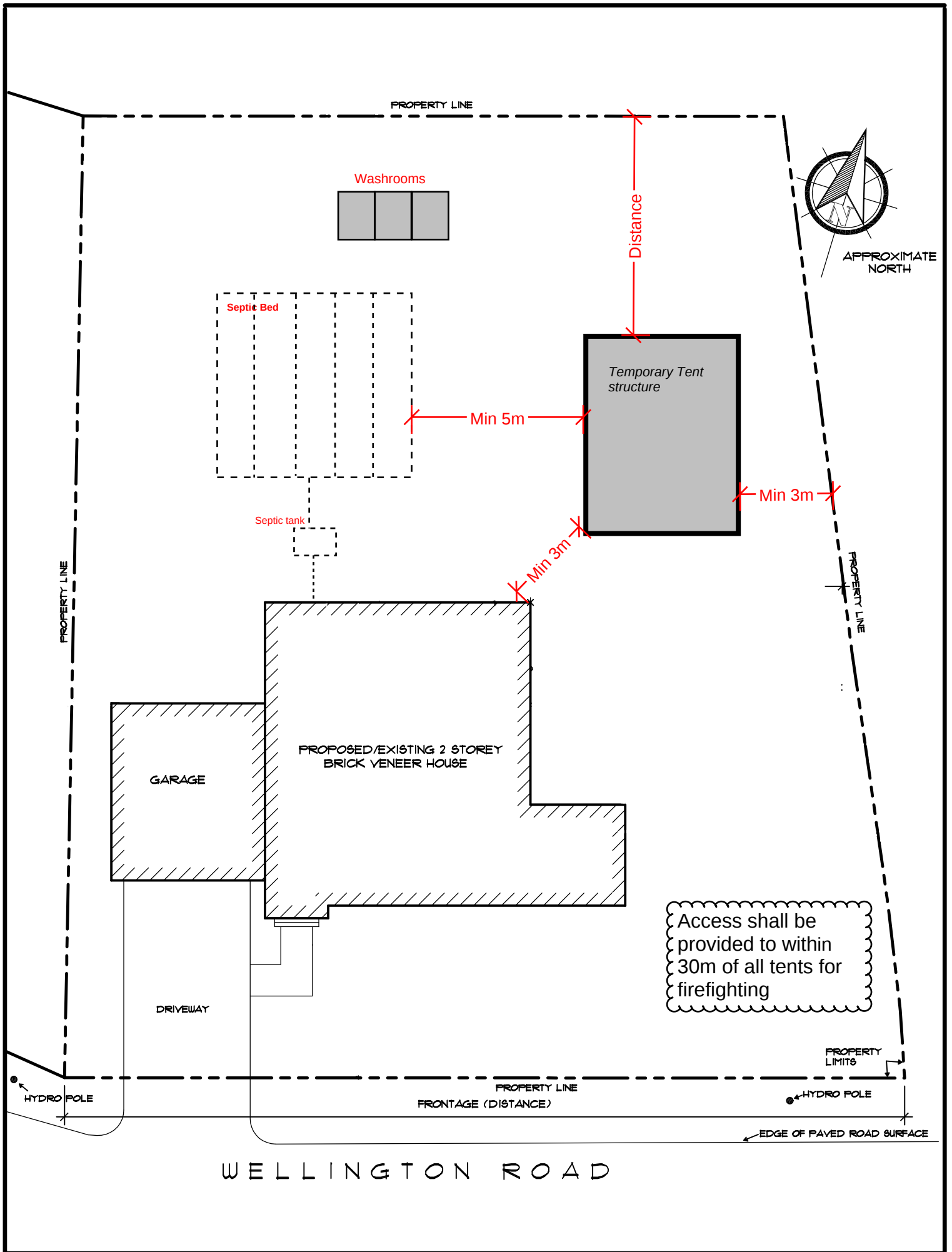
Please note: an inspection of the tent is required once it has been erected and the portable washrooms placed.

Questions?

Contact the Building Department for assistance:

Phone: 519-638-3313 X 029

Email: building@mapleton.ca



COMMITMENT TO GENERAL REVIEWS BY ARCHITECT AND ENGINEERS

THIS FORM TO BE COMPLETED BY THE OWNER OR OWNER'S AUTHORIZED AGENT, AND SIGNED BY ALL CONSULTANTS RETAINED FOR GENERAL REVIEWS

Part A - Owner's Undertaking

Permit Application No.

Project Description:

Address of Project:

Municipality:

WHEREAS the Ontario Building Code requires that the project described above be designed and reviewed during construction by an architect, professional engineer or both that are licensed to practice in Ontario;

NOW THEREFORE the Owner, being the person who intends to construct or have the building constructed hereby warrants that:

1. The undersigned architect and/or professional engineers have been retained to provide general reviews of the construction of the building to determine whether the construction is in general conformity with the plans and other documents that form the basis for the issuance of a building permit, in accordance with the performance standards of the Ontario Association of Architects (OAA) and/or Professional Engineers Ontario (PEO);
2. All general review reports by the architect and/or professional engineers will be forwarded promptly to the Chief Building Official, and
3. Should any retained architect or professional engineer cease to provide general reviews for any reason during construction, the Chief Building Official will be notified in writing immediately, and another architect or engineer will be appointed so that general review continues without interruption during construction.

The undersigned hereby certifies that he/she has read and agrees to the above

Name of Owner:

Date:

Address of Owner:

Telephone:

Signature of Owner:

Print Name:

Fax:

(or officer of corporation)

Coordinator of the work of all consultants:

Telephone:

Address:

Fax:

Part B - Consultants

The undersigned architect and/or professional engineer(s) hereby certify that they have been retained to provide general reviews of the parts of construction of the building indicated, to determine whether the construction is in general conformity with the plans and other documents that form the basis for the issuance of a building permit, in accordance with the performance standards of the OAA and/or PEO.

SHADED PORTION TO BE COMPLETED BY CONSULTANTS

☐ ARCHITECTURAL ☐ STRUCTURAL ☐ MECHANICAL ☐ ELECTRICAL ☐ SITE SERVICES ☐ OTHER (SPECIFY):

Consultant Name:

Signature:

Print Name:

Date:

Telephone:

Fax:

Address:

☐ ARCHITECTURAL ☐ STRUCTURAL ☐ MECHANICAL ☐ ELECTRICAL ☐ SITE SERVICES ☐ OTHER (SPECIFY):

Consultant Name:

Signature:

Print Name:

Date:

Telephone:

Fax:

Address:

☐ ARCHITECTURAL ☐ STRUCTURAL ☐ MECHANICAL ☐ ELECTRICAL ☐ SITE SERVICES ☐ OTHER (SPECIFY):

Consultant Name:

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